



Common Council Meeting Minutes
Tuesday, February 7, 2023, at 6:30 p.m.
Chilton City Hall – Lower Level
42 School St., Chilton, WI 53014

Pursuant to Section 19.84(2) and (3) of the Wisconsin State Statutes, notice is hereby given to the public, to the Tri-County News, the official newspaper of Chilton, and to those news media who have filed a written request for this notice that a meeting of the above-referenced was held at the date, time and location listed above.

This meeting was conducted both in City Hall and via remote conferencing. Members of the public may join meeting through a Zoom link or call +1 312 626 6799 US (Chicago), Meeting ID: 970 4854 9352, Password: 434719.

Notice is hereby given that much of the Common Council of the City of Chilton, or a standing committee of that body were present at this meeting to gather information about the subject matter which they have decision making responsibility.

The above governmental body met to discuss and possibly act on the following agenda items as set forth below:

The regular meeting of the Chilton Common Council held at the Chilton City Hall was called to order at 6:30 p.m. by Mayor Tom Reinl.

ROLL CALL:

Council members Peggy Loose, Joe Schoenborn, Jon Kragh, Ron Gruett, Robbie Seipel, Rick Jaeckels, and Kathy Schmitzer were present at roll call. Other city officials present were Mayor Tom Reinl, City Administrator David DeTroye, DPW Chris Marx, and Attorney Derek McDermott.

Also in attendance was Rachael Siehs, Betty Schilling, Clayton Thornber, Greg Garton, Jeff Wunrow, Dan DeTroye, Patrick Rowland, Lanetta Mahlberg, Paul Neuber, Maria Mason, Terry Friederich, and Marko Sosa. Those in attendance recited the Pledge of Allegiance.

AGENDA: Motion by Gruett, seconded by Schmitzer and carried by unanimous voice vote to approve the Common Council Agenda for February 7, 2023, as presented.

REPORT OF OFFICERS:

MAYOR – Tom Reinl –

- Mayor Reinl read a proclamation celebrating the 50th Anniversary of the Chilton Lions Club and some of the tenured members of the club assembled for a photo opportunity. Mayor Reinl allowed Chilton resident and tenured member of the Lions Club Greg Garton make a few remarks on behalf of the organization. Garton gave a brief background on how the Lions grew over the last fifty years, and how the city and the club have a great relationship that continues to deliver needed funds and services to the community.
- Mayor Reinl informed the council that at the advising of administration, he had initiated conversations with Pros 4 Technology out of Plymouth to offer remediation of the current network issues within city hall and the police department. They have furnished quotes for immediately needed hardware upgrades as well as monthly maintenance costs of the system. More information is being gathered and Mayor Reinl is hoping to continue the discussion at future committee and council meetings in hopes of remedying the problem.
- A NLF (non-lapsing fund) account list was distributed to the council and briefly discussed by the mayor. It was suggested that each of the council members retain this piece as it is referenced throughout the fiscal year for purchases outside of the annual budget.

CITY ADMINISTRATOR - David DeTroye –

- The Draft timeline for Nennig Park improvements was distributed to council members for their review. Two dates were mentioned including an advisory meeting with members of the Chilton Athletic Club and Kolbe family on February 21, 2023. The meeting will enable input of the groups into the inclusive playground equipment. The second date of interest is March 7, when findings will be presented to council.
- Habitat for Humanity is in the process of trying to qualify more properties for the May 11-13, 2023, citywide Rock the Block event. To date only 3 properties have been qualified. Any interested resident should contact city hall and they will be redirected. DPW Marx and Administrator DeTroye did supply Habitat with additional properties that potentially need improvement.
- Assessment Open Book scheduled for April 10, and Board of review is April 26. Open book starts as soon as residents receive their assessment notification in the mail. They can call Accurate anytime leading up to the open book to discuss. The April 10th day is generally reserved for residents who do not use the computer or cannot resolve their issue through the internet or call center.
- Auditors from Hawkins & Ash were at city hall on January 30 & 31 to complete the initial field work portion of the 2022 financial audit.
- Lieutenant Governor Sara Rodriguez was in Chilton at Studio 23 on Chestnut Street on February 1, 2023, along with personnel from Wisconsin Department of Administration to celebrate the success of local businesses from the results of funds granted through the Badger Bounce Back grant and other funding sources associated with COVID 19 aid. The press conference was facilitated by Mary Kohrell of Calumet County.
- WEDC (Wisconsin Economic Development Corporation) Vibrant Spaces grant was submitted online for the Klinkner Park proposed revitalization.
- Mayor Reinl, DPW Chris Marx, Chief of Police Craig Plehn, and Fire Chief Ben Schoenborn met with the executive committee of the Chamber of Commerce to discuss the change of venue for Crafty Apple Fest. They have reserved Hobart Park for the event this year which is September 9, 2023.

DIRECTOR OF PUBLIC WORKS – Chris Marx –

- Site preparation and tree removal conducted in area of future Fire Station in anticipation of construction starting this Spring.
- Work continues on SC Swiderski development, as well as Chillington Meadows development.
- Chassis for new Plow Truck has been delivered, and upfit of plow package and accessories being scheduled. Financials of that purchase were reviewed. Two price increase did occur since the original order date increasing the chassis price to \$99,192.00. The projected total for the complete build of the truck is \$190,685.00, of which \$180,000.00 remains in a capital account with the balance to be funded with the sale of the used truck currently under operation.
- Mainline interceptor sewer at WWTP cleaning began on 2/7. Project expected to be complete by end of the week.
- Utility design continues on Sewer and Water for the E. Main St. reconstruction project.

CHIEF OF POLICE – Craig Plehn – No Report

Minutes: Motion by Schmitzer, seconded by Gruett and carried by unanimous voice vote to approve the minutes of the council meeting held on January 17, 2022. Administrator DeTroye did make mention that council member Jaeckels did suggest clarification of language regarding the Habitat for Humanity signage request.

Operator Licenses – Motion by Gruett, seconded by Schoenborn and carried by unanimous voice vote to approve the operator permits for Amy Bonlander and Austin Broehm as approved by the police department.

Q4 – 2022 Financial Report – Mayor Reinl highlighted some of notable Revenues and Expenditures from fiscal year 2022. Motion by Schmitzer, seconded by Seipel to approve the Q4 2022 financial report as presented. Roll call vote: Schmitzer, Loose, Kragh, Jaeckels, Schoenborn, Seipel, and Gruett all cast Aye votes. 7 – 0 motion carried.

January 2023 Financial Report – Motion by Jaeckels, seconded by Schoenborn and carried by unanimous voice vote to approve the January 2023 financial report as presented.

Payment of Bills: Motion by Jaeckels, seconded by Schmitzer to pay all bills.

Roll Call Vote: Schmitzer, Loose, Kragh, Jaeckels, Schoenborn, Seipel, and Gruett all cast Aye votes. 7 – 0 motion carried.

Audience Participation: None

New Business:

1. Mobile Food Vendor License Permit Fee – Marko Sosa – Sosa, owner of Scoops and Terra Verde, led a spirited discussion regarding the unfair prices for mobile food cart licensing that were distributed to local vendors in January. A mobile food vendor application was created by the city in 2022 to accommodate municipal code that calls for a permitting process for the mobile food vending activity. Prices were established using averages of local communities. Sosa expressed concerns that the fees were too high and based the rationale on discrimination to a diverse group of people within the city and the lack of diverse options for the City of Chilton. He went on to address the council claiming the high rates will be a negative mark towards entrepreneurship, vibrancy and change for the city. He concluded by stating the high fees are not equitable to vendors, will have a negative impact, and are restrictive. Resident Maria Mason also spoke in opposition to the high vendor rates. She is claiming the trucks visiting the city help to create a new identity, adds diversity and helps create growth. Patrick Rowland of Calumet Brewery also spoke in opposition to the high permit rates and the amount of paperwork needed to complete the application. He did not agree with the need to conduct background checks of the operators and felt it should fall on the businesses that facilitate the vendor visits. In addition, Rowland didn't think the city should be able to control operators that fall on private property. Administrator DeTroye reviewed the permit and ordinance language with those in attendance to communicate that if a mobile food vending unit is selling to the public, it is in fact open for inspection and permitting no matter if it sits on public or private property. Members of the Calumet County Fair Association also added valuable information to the discussion. City resident Clayton Thornber questioned what the fees would be used for? A lengthy discussion ensued regarding the permitting process and applicable fees charged by neighboring cities, counties, and other agencies of the state. The common theme that returned is that the city rates were too high. Administrator DeTroye did mention that local vendors have also complained when food trucks are located within the city. The make mention of taxes, inspections, and licensing that are required of them for operation. Council member Jaeckels asked if a license could be purchased by the city that would allow for multiple vendors for one business location? Mayor Reinl suggested that more work needs to be completed on the permit and suggested the topic be tabled and moved to a future Committee of the Whole for discussion and restructuring. Motion by Schmitzer, seconded by Gruett, and carried by unanimous voice vote to table the current mobile food vendor application discussion and recommend it be discussed further at a future committee of the whole meeting with recommendations made back to council.
2. Creation of Kolbe Family/Nennig Park Fund Depository Account – State Bank of Chilton – Depository account creation to hold funds dedicated or donated to the inclusive park project coordinated by the Kolbe family within Nennig Park. Motion by Jaeckels, seconded by Gruett and carried by unanimous voice vote to approve the creation of the depository account at the State Bank of Chilton. Council President Schmitzer signed creation documents on behalf of the common council.
3. Budget Appropriations – Application of surplus for negative accounts – Mayor Reinl reviewed the negative account funds from end-of-year 2022 and described the actions or expenses that created each of the negative balances. Budget amendments/appropriations satisfy the negative balances. Motion by Loose, seconded by Jaeckels, and carried by unanimous voice vote to approve the end-of-year 2022 budget appropriations.
4. McMahon & Associates – Mill Street Agreement – DPW Marx reviewed the agreement for professional services from McMahon Engineers with the council regarding the Mill Street utility and roadway reconstruction project. Opinion of probable cost worksheets were estimated for sanitary sewer, watermain, storm sewer, and roadway reconstruction. Engineering fees and compensation due to McMahon for their services would total \$40,900.00. Motion by Loose, seconded by Gruett to approve the agreement for professional services with McMahon Engineering for the sum of \$40,900.00 for the Mill Street utility and roadway reconstruction project. Roll Call Vote: Schmitzer, Loose, Kragh, Jaeckels, Schoenborn, Seipel, and Gruett all cast Aye votes. 7 – 0 motion carries.
5. McMahon & Associates – City Hall AV Design Scope Fee Change Notice – Change order that covers consultants fee for audio visual design that was not part of the original scope of costs with McMahon Engineering. Motion by Loose, seconded by Jaeckels to approve the design change scope notice with

McMahon Engineering for the sum of \$4,950.00. Council member Kragh asked if administration knew this fee was forthcoming. DPW Marx replied that like the fire department, this piece is added afterward and is generally not part of building design. Roll Call Vote: Schmitzer, Loose, Kragh, Jaeckels, Schoenborn, Seipel, and Gruett all cast Aye votes. 7 – 0 motion carries.

6. Appointment of New Agent – Kwik Trip – Penni Gleason – Motion by Schmitzer, seconded by Jaeckels, and carried by unanimous voice vote to approve the change of agent for Kwik Trip, store number 630, to Penni Gleason.
7. WWTP Building Repairs – DPW Marx furnished two quotes for repairs to the wastewater treatment garage from a December 23, 2022, plowing mishap. Marx recommended the significantly lower bid, but informed the council that it needed to remain open-ended as the bid was given with the understanding that once the wall is opened for repair, additional repairs and charges may apply. Motion by Schmitzer, seconded by Schoenborn to approve the bid from Fischer & Mader Construction of Hilbert for the sum of \$1,250.00 for repairs on the WWTP garage. Roll Call Vote: Schmitzer, Loose, Kragh, Jaeckels, Schoenborn, Seipel, and Gruett all cast Aye votes. 7 – 0 motion carries.
8. Police Squad Computer Purchase – 2023 Budget Item – Final purchase approval for squad computer. The item was approved in the 2023 budget. Motion by Jaeckels, seconded by Schoenborn to approve the purchase of a Panasonic Toughbook, docking station, and power supply unit from Baycom for the sum of \$3,753.00. The items were budgeted for in 2023. Roll Call Vote: Schmitzer, Loose, Kragh, Jaeckels, Schoenborn, Seipel, and Gruett all cast Aye votes. 7 – 0 motion carries.
9. Collection bin – VFW Post 3153 – Trex bench plastic recycling program – VFW member Dan DeTroye informed the council that VFW Post 3153 has started a collection program of used plastic at various sites within the city. The Trex bench program will reward groups such as the veterans with a composite bench every six months for every five hundred pounds of plastic recycled. The VFW would like to facilitate the program to reduce the plastic going into landfills and be able to reward the city with new benches for city parks. The VFW has rented a mini storage garage to house the plastic until it is taken in for collection. The library has granted the VFW the option of placing a collection bin at their location, but the request would require council approval. Motion by Schoenborn, seconded by Gruett, and carried by unanimous voice vote to approve allowing the library facilitate collection of recycled plastic for the VFW Trex bench program.
10. Cell Phone Tower Lease Agreement – Bertram Communications LLC has entered into an agreement to acquire Mercury Network Corporation. The assignment of the lease with the city needs to be approved for the new ownership group. Motion by Jaeckels, seconded by Schmitzer to approve the Consent of Assignment Lease agreement between the City of Chilton and Mercury Network Corporation for the continued lease agreement of hardware on the South water tower. Roll Call Vote: Schmitzer, Loose, Kragh, Jaeckels, Schoenborn, Seipel, and Gruett all cast Aye votes. 7 – 0 motion carries.

Communication:

1. January 2023 Building Permit Summary was distributed.
2. Fire Department update in the form of an email from Chief Schoenborn was distributed.
3. A separate handout with the agenda and minutes from the Chilton Housing Authority meetings were distributed.

Adjournment: Motion by Schmitzer, seconded by Loose and carried by unanimous voice vote to adjourn the meeting at 8:07 pm.

Meeting Minutes Prepared by:
David DeTroye
City Administrator/Clerk/Treasurer